

CLASSIFICATION: CIVIL ENGINEER VI

Class Code: 2026-32

Date Established: 07-01-50

Occupational Code: 7-5-9

Date of Last Revision: 08-03-11

BASIC PURPOSE: To develop and administer engineering programs with responsibility for evaluating program policies and procedures.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES:

- Plans, schedules and administers engineering projects to accomplish agency goals and objectives.
- Makes periodic inspections to evaluate work and to insure departmental policies are adhered to by construction and maintenance crews.
- Coordinates activities to secure permits and clearances from federal and state environmental agencies.
- Reviews all traffic control plans, operational schedules, pollution control, environmental commitments, construction zone permits, and waste disposal and pit agreements required to execute the contract work.
- Authorizes, formulates, evaluates, and implements bureau policies, rules and regulations in order to meet state and federal requirements.
- Develops agreements with consulting engineering firms including authorizing payments and negotiating fees to ensure compliance with the agreement's provisions.
- Serves as a construction consultant to provide construction expertise during project development stage.
- Trains and educates field personnel in project administration, makes staff assignments commensurate with project conditions and conducts seminars promoting construction techniques, management, safety, departmental policies and methods of operation.

DISTINGUISHING FACTORS:

Skill: Requires skill in evaluating, planning or integrating analysis of data to formulate current and long-range solutions, strategies or policies of a specialized or technical nature.

Knowledge: Requires logical or scientific expertise to resolve problems of a specialized or professional nature in a wide range of applications.

Impact: Requires responsibility for achieving major aspects of long-range agency objectives by planning short- and long-term organization goals, reviewing recommendations for procedural changes, and developing or revising program policies. Errors at this level result in incorrect decisions at an administrative level, and are detected subsequent to implementation in an overall evaluation process.

Supervision: Requires delegating supervisory or program responsibilities to subordinate managers, with overall accountability for hiring employees and approving program policies. The supervisor in this position assumes responsibility for an organizational unit, including developing long-range plans, analyzing staffing requirements, and formulating systemwide policies and procedures.

Working Conditions: Requires performing regular job functions in a controlled environment with minimal exposure to disagreeable job elements and little risk of hazard to physical or mental health.

Physical Demands: Requires light work, including continuous walking or operating simple equipment for extended periods of time as well as occasional strenuous activities such as reaching or bending.

Communication: Requires acting as the official representative of the agency, including explaining and defending current and long-range goals or objectives which directly affect public policy decisions regarding major state programs and services.

Complexity: Requires formulating the combination of overall job functions in order to address highly diverse or novel situations requiring new concepts and imaginative approaches to a wide range of intellectual and practical problems.

Independent Action: Requires administrative decision-making in authorizing and monitoring the implementation of major departmental policies and procedures.

MINIMUM QUALIFICATIONS:

Education: Possession of a Master of Science degree from a recognized college or university with a major concentration in civil engineering, or possession of a Bachelor of Science degree from a recognized college or university with a major in civil engineering and possession of a Master of Business Administration degree from a recognized college or university.

Experience: Three years' of work experience in the practice of civil engineering post Professional Engineer licensure.

Experience: (Dept. of Environmental Services Only) Three years' work experience in the practice of civil engineering post Professional Engineer licensure; or seven years' post baccalaureate experience in the practice of civil engineering.

OR

Education: Possession of a Bachelor's of Science degree from a recognized college or university with a major concentration in civil engineering.

Experience: Five years' work experience in the practice of civil engineering post Professional Engineer licensure.

Experience: (Dept. of Environmental Services Only) Five years' work experience in the practice of civil engineering post Professional Engineer licensure; or nine years' post baccalaureate experience in the practice of civil engineering.

OR

Education: Possession of an Associate's degree from a recognized college or university, with a major study in civil technology.

Experience: Seven years' work experience in the practice of civil engineering post Professional Engineer licensure.

Experience: (Dept. of Environmental Services Only) Seven years' work experience in the practice of civil engineering post Professional Engineer licensure; or nine years' experience in the practice of civil engineering at a level equivalent to Civil Engineer I (or higher), plus two additional years' experience in a position comparable to an Engineering Technician.

License/Certification: Must be a Licensed Professional Engineer in the State of New Hampshire or a Licensed Professional Engineer in another state and obtain licensure in NH within one year of employment.

SPECIAL REQUIREMENTS: (For Department of Environmental Services only) Other related engineering degrees as indicated on the supplemental job description will be accepted for this class series.

RECOMMENDED WORK TRAITS: Knowledge of the engineering principles and practices applied in the construction of civil engineering projects in the appropriate option. Knowledge of the principles of effective supervision and administration. Knowledge of authoritative reference works in the general field of civil engineering. Knowledge of state and federal laws and regulations related to the application of engineering option. Knowledge of soils and material engineering. Ability to plan and administer the work of a large staff of professional, technical, clerical and trades employees. Ability to speak effectively in public. Ability to establish and maintain effective working relationships with associates, subordinates, consultants, public officials and contractors' employees. Must be willing to maintain appearance appropriate to assigned duties and responsibilities as determined by the agency appointing authority.

DISCLAIMER STATEMENT: This class specification is descriptive of general duties and is not intended to list every specific function of this class title.